



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
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Telephone: (626) 458-5100  
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ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE: **PM-2**

October 7, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**LOS ANGELES METRO BRANCH TRAFFIC COURT  
EARTHQUAKE RECOVERY PROJECT  
ADOPT AND ADVERTISE  
SPECS. 5560; LACO 5266; DSR 33242  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Find the repair to the Los Angeles Metro Branch Traffic Court statutorily exempt under the California Environmental Quality Act as specified in Public Resources Code Section 21172.
2. Approve the project total budget of \$2,110,000 and authorize the Interim Director of Public Works to deliver the project.
3. Adopt plans and specifications for the Los Angeles Metro Branch Traffic Court earthquake repair project at an estimated construction contract cost of \$1,145,000 financed from the Federal and State Disaster Aid Budget. Instruct the Executive Officer to advertise for bids to be received and opened on December 2, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

4. Authorize the Interim Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare project submittals including the baseline construction schedule that conforms to the applicable contract and bid specifications for a not to exceed fee of \$6,000, funded by the existing project funds and establish the effective date following Board approval.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Los Angeles Metro Branch Traffic Court building was dedicated in 1973. It consists of an eight-story, 223,274-square-foot structure, including a mechanical penthouse located at the ninth floor main roof level and a 450,000-square-foot, three-level underground parking garage. A portion of the parking garage is beneath the main courthouse building.

As a result of the Northridge earthquake, the building sustained structural damage consisting primarily of cracks in concrete walls and slabs. This project repairs cracks in reinforced concrete shear walls, granite plaza plinth facings, terrazzo floors, and wall finishes. In addition, the project addresses various code compliance items including the Americans with Disabilities Act accessibility requirements.

The proposed agreement with the apparent lowest responsible bidder to prepare submittals including the baseline schedule that conforms to the County's specifications is critical to successfully manage the construction activities of the contractor and the County, and a responsible contractor must be able to produce such submittals. In order to effectively respond to project-specific requirements, bidders will be required to provide and obtain County approval for project work plan, submittals, and samples. Bid specifications provide that if the apparent lowest bidder fails to comply with the County's specifications requirements, the Interim Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing the submittal requirements including the baseline schedule, which conforms to the County's specifications.

#### **Implementation of Strategic Plan Goals**

These actions meet the County's Strategic Plan Goal of Service Excellence as they will improve the seismic performance of the facility and restore its use back to the community. Completing the Los Angeles Metro Branch Traffic Court building

earthquake repairs will give the public access to a safer building, which can prevent injuries or loss of life from future seismic events.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate for the base construction contract without contingency is \$1,145,000.

A change order contingency fund, equal to approximately 15 percent (\$171,000) of the estimated construction cost, and a market condition contingency of \$229,000 due to the current construction market volatility are included in the project budget. No expenditures from the fund will be made without the Chief Administrative Office's review and authorization.

Repair of the facility is funded through the FEMA Grant Acceleration Program and net County cost commitment, as appropriate. Sufficient funds are available in the Federal and State Disaster Aid Budget to cover the total estimated project cost of \$2,110,000.

The Project Schedule and Budget Summary are included in Enclosure A.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely

Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

### **ENVIRONMENTAL DOCUMENTATION**

This project is statutorily exempt pursuant to Public Resource Code Section 21172, which allows for the repair, maintenance, or minor alteration of existing public facilities or mechanical equipment or restoration of public facilities damaged as a result of a declared disaster. Under DSR 33242, FEMA has determined the project qualifies as a categorical exclusion under the National Environmental Policy Act in accordance with Part 10 of Title 44 of the Code of Federal Regulations.

### **CONTRACTING PROCESS**

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids, we will return to your Board for construction contract award.

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on "Doing Business with Us" website.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this construction contract as this contract is for non-Proposition A services.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

The Honorable Board of Supervisors  
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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on any other programs or projects as a result of this action. This project allows for continuous uninterrupted operations of the Court since this earthquake construction repair work will be performed at night.

**CONCLUSION**

Please return one adopted copy of this letter to the CAO and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Interim Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

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Enc. 2

cc: County Counsel  
Superior Court  
Department of Public Social Services (GAIN/GROW Program)

October 7, 2004

**ENCLOSURE A**

**LOS ANGELES METRO BRANCH TRAFFIC COURT  
EARTHQUAKE RECOVERY PROJECT  
ADOPT AND ADVERTISE  
SPECS. 5560; LACO 5266; DSR 33242**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Project Program	N/A
Design	
Contract Execution	07/02/01*
Construction Document Submittal	06/08/04*
Jurisdictional Approvals	06/30/04*
Construction Bid and Award	01/18/05
Construction	
Start Construction	02/15/05
Substantial Completion	08/16/05
Acceptance	10/20/05

\*Indicates completed activity.

## II. PROJECT BUDGET SUMMARY

<b>Project Category</b>	<b>Project Budget</b>
Land Acquisition	N/A
Construction	
(a) Construction	\$ 1,145,000
(b) Market Condition Contingency	229,000
(c) Change Orders	<u>171,000</u>
Subtotal	\$ 1,545,000
Plans & Specifications	
(a) Print/Blueprinting	\$ 4,000
(b) Legal/Advertising	<u>6,000</u>
Subtotal	\$ 10,000
Consultant Services	
(c) Design Services	\$ 123,000
(d) Construction Management	115,000
(e) Survey, Testing, & Inspection	<u>50,000</u>
Subtotal	\$ 288,000
Jurisdictional Review & Plan Check	\$ 8,000
County Services	\$ 259,000
TOTAL	\$ 2,110,000

October 7, 2004

**ENCLOSURE B**

**LOS ANGELES METRO BRANCH TRAFFIC COURT  
EARTHQUAKE RECOVERY PROJECT  
ADOPT AND ADVERTISE  
SPECS. 5560; LACO 5266; DSR 33242**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Interim Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>SPECS</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC. FEE</u></b>	<b><u>DATE OF BID OPENING</u></b>
1	5560	Los Angeles Metro Branch Traffic Court 1945 South Hill Street Los Angeles, CA 90007	No fee	12/02/04

Copies of the project manual and drawings may be obtained at the Department of Public Works, Architectural Engineering Division, Eighth Floor, 900 South Fremont Avenue, Alhambra, California. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office at or before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in Conference Room C, First Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.



### **PRE-BID CONFERENCE**

The Public Works' Project Management Team will hold a mandatory pre-bid conference at 10:30 a.m. on November 18, 2004, at the Los Angeles Metro Branch Traffic Court at 1945 South Hill Street, Los Angeles, California 90007, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. To be considered responsive to this invitation for bid, bidders must attend the mandatory pre-bid conference. Bids from bidders who do not attend the pre-bid conference will be rejected as nonresponsive. Bidders will meet at the southeast side of the building. For further directions, please contact Ms. Kathleen Gandara with the Department of Public Works' Project Management Team at (626) 458-2566.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Avenue Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated October 19, 2004.

Specs. 5560

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES